

EXECUTIVE SECRETARIAT**Routing Slip**

| TO: | | ACTION | INFO | DATE | INITIAL |
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| 1 | DCI | | | | |
| 2 | DDCI | | | | |
| 3 | EXDIR | | | | |
| 4 | D/ICS | | | | |
| 5 | DDI | | | | |
| 6 | DDA | | | | |
| 7 | DDO | | | | |
| 8 | DDS&T | | | | |
| 9 | Chm/NIC | | | | |
| 10 | GC | | | | |
| 11 | IG | | | | |
| 12 | Compt | | | | |
| 13 | D/EO | | | | |
| 14 | D/Pers | ✓ | | | |
| 15 | D/OEA | | | | |
| 16 | C/PAD/OEA | | | | |
| 17 | SA/IA | | | | |
| 18 | AO/DCI | | | | |
| 19 | C/IPD/OIS | | | | |
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| SUSPENSE | | Date | | | |

Remarks:

218C
 Executive Secretary
3/19/82
 Date

3637 (10-81)

HARVARD UNIVERSITY
FACULTY OF ARTS AND SCIENCES

Executive Secretary

82-2711

OFFICE OF CAREER SERVICES AND OFF-CAMPUS LEARNING

54 DUNSTER STREET
CAMBRIDGE, MASSACHUSETTS 02138
(617) 495-2595

March 6, 1982

Director
Central Intelligence Agency
Washington, DC 20505

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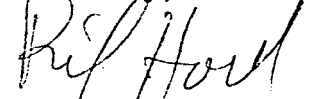
Dear Sir,

In our continuing effort to help students get the practical experience they will need in order to make career decisions, we are contacting you for your help and advice. There are many ways for young people to get experience: summer jobs or internships, term-time jobs or internships, full-time entry-level positions after completion of a bachelor's degree, or mid-level positions after completion of a master's or PhD. Harvard University believes in the total integration of classroom learning with outside practical experience in order to better prepare students for the world they face upon leaving Cambridge.

Accompanying this letter is a questionnaire, the completion of which will be of immense help in our effort to provide students with up-to-date, factual information concerning careers and opportunities for getting practical experience. Opportunities to get such experience, whether paid or volunteer, are increasingly hard to find in the Washington area, hence it is just as important for our students to have negative as well as positive feedback. Students need such factual information in order to realistically assess the options open to them. Only by having access to such information will they be in the position to make mature, informed decisions concerning career paths.

We have enclosed a stamped, self-addressed envelope for your convenience. Would you please take a few minutes now and help us by completing the questionnaire and dropping it in your outgoing mail? Thanks.

Sincerely,



Richard Eric Howard
Government & Public
Affairs Advisor

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